



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



STEVEN E. CHESTER
DIRECTOR

October 12, 2007

Dear Applicant, Contractor, or Consultant:

In April of 2006, the Land and Water Management Division (LWMD) of the Department of Environmental Quality (DEQ) added the option of paying permit application fees via credit card or an electronic check (EFT). This was done to improve security of how fees were handled within the department and to improve the efficiency of our operation.

Simultaneously, the LWMD began routinely accepting permit applications in the district or field offices for projects that fall within the minor or general permit categories of the various statutes administered by the LWMD.

Larger projects that do not fall within the minor or general permit categories and all applications for the Wetland Identification Program must continue to be sent for processing directly to the Permit Consolidation Unit (PCU) at the following address:

Department of Environmental Quality
Land and Water Management Division
P.O. Box 30204
Lansing, Michigan 48909-7704

Applications received in the PCU will be reviewed for completeness and when complete, will be public noticed, if required, and then forwarded to the appropriate district or field office for processing.

The LWMD has ended the transition period for accepting checks for payment on minor or general permit applications that are submitted directly to the district or field offices. The state Auditor General's Office and the DEQ Budget Office have identified potential risks associated with receiving cash or checks in the district or field offices. Therefore, any application submitted directly to a district or field office **must have application fees paid by credit card or EFT**. Copies of the forms required for paying with a credit card or EFT can be found under the Information Section of our Web site at www.michigan.gov/jointpermit and are available at any district or field office. If you choose to submit your application in person, your actual credit card may be presented for payment.

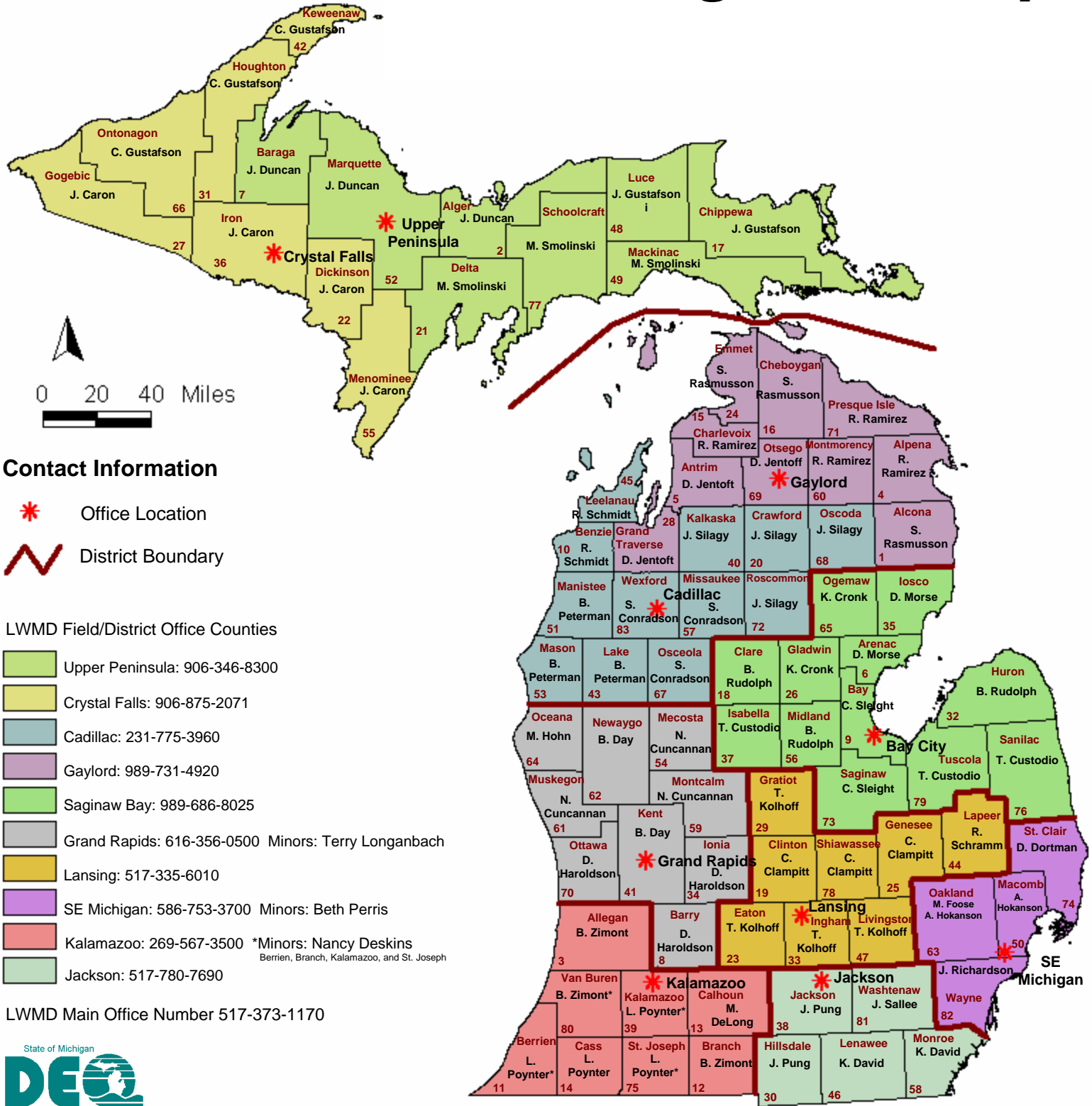
Any application fees paid by check should be sent directly to the Lansing office (PCU), referenced previously in this letter. Processing of permit applications received in the district or field office with payment by a check, will be delayed as they will be forwarded to Lansing for processing.

If you have any questions regarding this processing change, please contact your local LWMD district or field office. Staff contact information can be found under "Who to Contact" in the Information Section of the Web site cited above.

Sincerely,

Rick Schramm
Acting Field Operations Supervisor
Land and Water Management Division
517-373-1170

Land/Water Interface Permitting Staff Map



Land and Water Management Division

1/22/2007